

**Morgantown Parking Authority
Minutes of Regular Monthly Meeting
8:30 am Wednesday, January 11, 2023**

Present: Chairman Charlie McEwuen, Vice-Chair Jeanne Hagan, Shane Mardis, and Director Dana McKenzie.

Not Present: Amy Dale and City Councilman Brian Butcher.

Approval of the Minutes: Minutes of the December 14th, 2022, meeting were unanimously approved.

UNFINISHED BUSINESS

B-lot- Director McKenzie informed the board that power was lost to the lights over the paystation closest to High Street. The maintenance department should have it repaired by the end of this week or early next week.

132 South High Street- Director McKenzie stated that the last time he spoke with Black Diamond Realty, he let them know that the Parking Authority was still interested in the property but needed to see what it would look like after the remediation. Director McKenzie stated that even if they had to demolish the buildings, the Parking Authority would still be interested in the property.

430 Spruce Street- Director McKenzie met with City Manager Kim Haws and Assistant City Manager Emily Muzzarelli. They are both on board with the Parking Authority using the back part of the property at 430 Spruce Street to build a maintenance shop. So, the next step is to meet with the land reuse agency to get their approval. Unfortunately, the Chairman of the land reuse agency is out for the next two weeks, so we won't know our next steps until he returns.

ParkMobile Meeting Update- Director McKenzie met with John Blanton from ParkMobile to discuss upgrading the parking garages to accept ParkMobile and possibly getting the Hotel Morgan set up for ParkMobile payments. The hotel would have a specific zone number for their guests. The zone number would encompass the general area from Pleasant to Foundry. The app would eliminate the need for dash permits and bagging meters. Director McKenzie stated that the only downside is that it will increase the Hotel parking costs.

NEW BUSINESS

Spruce Street Garage Assessment- Director McKenzie said he talked with GAI, the on-call engineers, about assessing the Spruce St. Garage. The repairs won't be as extensive as the University Ave garage, but some areas need to be addressed.

IPMI Conference- Director McKenzie asked the board their thoughts on sending him and another employee to the IPMI conference in Fort Worth, TX, from June 11th to June 14th. The cost is \$799 per person for registration, including all conference activities, with an additional charge for airfare and hotel. So the total for the conference is roughly \$2,500 per person.

Director McKenzie stated that 5 of the 13 machines we have in our surface lots need updated controllers. Those controllers are \$2500 each plus \$495 in labor to install the controllers, so that is around \$3,000 to

replace the controller in those machines. Signature is working with T2 to see if they can be covered under warranty.

Director McKenzie is proposing to attend the IPMI conference in June to see what new vendors and technology are available.

Shane Mardis made a motion to accept Director McKenzie’s proposal to send two people to the IPMI conference in June for three days. Vice-Chair Hagan seconded the motion. A roll call vote was taken, and motion passed unanimously.

Budget Amendment- Director McKenzie asked the board to approve the following budget amendments:

**PARKING AUTHORITY
BUDGET REVISION-01
FY 2022-2023**

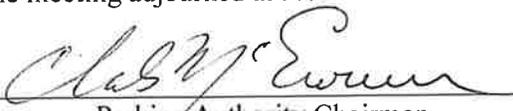
ACCT NO	REVENUES	BUDGET FY23	PROPOSED REV 01A	PROPOSED AMENDED BUDGET	EXPLANATION OF PROPOSED ADJUSTMENTS
342.00	Street Meters	460,000	40,000	500,000	Street revenues are performing better than projected
342.09	Lot-H Permits	250,000	15,000	265,000	Construction in Lot-K put more permit holders on Lot-H
			55,000		

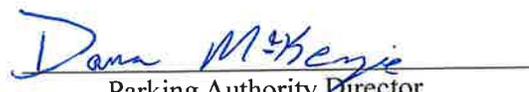
ACCT NO	EXPENDITURES	BUDGET FY23	PROPOSED REV 01A	PROPOSED AMENDED BUDGET	EXPLANATION OF PROPOSED ADJUSTMENTS
230.00	Contracted Services	160,000	10,000	170,000	Changed Signature Contracts to run on MPA fiscal year
344.01	Operating Supplies	25,000	15,000	40,000	Purchased five new parking boots that were damaged or stolen
246.00	Repair & Maintenance -Equipment	3,000	15,000	18,000	Five new controllers for Luke II stations
232.06	Bank Charges - Transaction Fees	45,000	15,000	60,000	ParkMobile service fee increase from .25 to .35 per transaction
			55,000		

Shane Mardis motioned to approve the budget amendments and revenue increases presented by Director McKenzie. Vice-Chair Hagan seconded the motion. A roll call vote was taken, the motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 9:00 am.


Parking Authority Chairman


Parking Authority Director